

MAIN FACS “TIPS & TECHNIQUES”

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Page 1

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IMPORTANT: This issue contains important operating information for all users of RSTARS and ADPICS. Please distribute promptly.

In this issue:

- **YEAR-END SPECIAL PROCESSING – BUILDING LEASE PAYMENTS (BLP)**

YEAR-END SPECIAL PROCESSING - BUILDING LEASE PAYMENTS (BLP)

For 10/1/07 Building Lease Payments (BLP), agencies need to change the Direct Voucher Effective Date on the Initiate Payments page to 10/1/2007 **prior** to “hitting” the Pay button. This will ensure that the 10/1 BLP payments go to the correct Appropriation Year (2008). However, until an agency’s appropriation bill has been enacted, Appropriation Year 2008 payments cannot be made.